

D/L Remarks at Kickoff for OL Conference - 1 May 1987

25X1 * Every year, about this time, the lemmings run to the sea, the swallows return, and the logisticians get away to the OL Conference. Why do we get our people away? ...especially when each one of us has stacks of work back at the office. It's expensive to have over [] out of almost [] OL employees away from their work for a couple days ...That's 1 in 4! Why do we do it?

* Because we recognize the need to get you away from your everyday activity for a while so you can see the big picture ...how you fit into your division; your office; your directorate; your agency ...where we've been; where we are; where we're going.

* It would be great if we could get all of you out to the conference but 1 in 4 away is about all we can afford. But I want each of you who are going to share the information you reap with each of your coworkers ...through your staff meetings and conversations. They need to know ...and you need to tell them!

25X1 * In addition to this OL Conference, we held an overseas OL
25X1 Conference for the second year in a row. This year it was held [] in February [] and [] and I also attended. (25 attendees) We found out that each station had unique problems and modes of operation.

* Because we can't get everyone to these conferences, I want to take this opportunity today to reach as many of you in OL as possible and focus on our trends, accomplishments and directions for the future. It's more important now than ever before that we communicate and ensure that we're all on the same track because

THIS IS THE MOST EXCITING AND CHALLENGING TIME IN THE HISTORY OF OL!

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FACILITIES MANAGEMENT DIVISION

25X1 * COUNTERTERRORIST CENTER: In response to a DCI
Initiative, FMD consolidated this component in
the OHB 3 weeks ahead of schedule
...7 months... \$415,000
...11 renovation projects
25X1 totaling over 25,000 sq.ft. and relocation of []
25X1 work stations from 11 offices
25X1

25X1 * MOTOR POOL: Passengers transported up 11% [] over
25X1 last year []
25X1

25X1 * PROJECT MONITORING: FMD Ops Project officers monitoring []
projects now.- over 352,000 sq.ft. under renovation

25X1 * ALLIED: Work authorizations included upgrade of Auditorium
ground floor lobby & misc. renovations to offices
...renovation actions up 11% (2558 actions) over last
year (2275 actions)

25X1 * NORTH LOADING DOCK opened in January with 7 delivery bays...
14 bays eventually when South Dock renovated...compared
to only 8 previously. (only 4 used while North being
renovated)

* CARPET: 8 trucks of carpet tile: 168 skids for NHB arrived

* SNOW REMOVAL:
3 major storms in a month (more on that later)

* SPECIAL SUPPORT:
(will get info on Goldwater, DDS&T Anniversary, etc.)

* OPERATION SANTA CLAUS:
BSB & 30 volunteers from around the Agency collected
264 boxes of toys for 12 organizations

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PRINTING & PHOTOGRAPHY DIVISION

- * SUPPORT TO COMMITTEES investigating Iranian Arms Sales & Contra Aid: installed copier in DO/IMS quickly to help them respond to requests from committees. ... Also 120 hours overtime recently in P&PD Copy Center in support of requests...estimated 500,000 pages being done there.
- * DIGITAL PREPRESS (merging of text & graphics) was enhanced & began 100-percent electronic page makeup for more timely printing of DI publications ...investigating equipment to bring computer-to-plate concept to reality
- * MIDDAY INTELLIGENCE REPORT: Procedures were improved to produce the Report - articles originated on Wang can now be transmitted to VM, then linked to ETECS (Electronic Text Editing & Composition System) in P&PD for printing
- * CBJB: Annual printing of 13 volume Congressional Budget Justification Books completed early 1987. Trend: better use of automation by customer & better planning led to less impact on P&PD production units - expected to continue in future.
- * AGENCY EMPLOYEE BENEFIT STATEMENTS: P&PD designed the cover, printed the statements & inserted the [] statements into windowed envelopes...all on short notice with a tight timeframe
- * RECRUITMENT BROCHURES: P&PD worked w/ OP to design and print the full color recruitment brochures that attracted applicants from all over the country
- * PRODUCTION:
During the past year, production in the various P&PD components either went up or stabilized even tho [] handled assignments outside of their usual division responsibilities.
FY86 compared to FY85:
...Pages typeset in P&PD.....up 20%
...Printing impressionsup 21%
...Color separations for printing ..up 62%
...Photography jobs.....up 14%
...Videotape replications.....up 100%

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PROCUREMENT

- * COOPERS & LYBRAND: contracted for major outside study of procurement system....which reflected a comparison with DOD:

	<u>AGENCY</u>	<u>DOD</u>
Contract Actions per officer	78.4	13.4
Value of contracts per officer	\$16.9M	\$14.5M
Time to award contracts	6 wks.	27-37 wks.

RECOMMENDATIONS accepted for implementation:

- review of decentral. contract teams (done)
- establish initiatives to inc. competition (done)
- enhance procurement training (done)
- changes in CIA Contracting Manual (done)
- establish new teams in OS & OIT
- increase delegations to teams
- reconfigure PD - 3 group chiefs

- * ACRB: Agency Contract Review Board reviewed 165 cases during FY 86 alone. (valued at [REDACTED])

- * COMPETITION in contract awards increased
- competitive \$ up 23% over last year
 - competitive actions up 4% over last year

- * CONTINUED RECORD LEVELS of contracting activity in support

- * COUNTERTERRORIST CENTER: negotiated contracts with private industry to assist the counterterrorist effort

- * SUPPORT TO [REDACTED] often on immediate basis - made special procurement and transportation arrangements to get items there ASAP

- * CRAY RESEARCH COMPUTER: acquiring the most powerful computer in the world for the DI for installation in NHB

- * SAFE SUPPORT: handled [REDACTED] worth of deliveries & upgrades in support of the SAFE system

- * CARPET: handled [REDACTED] contract for 94,600 sq.yds.f/ NHB

- * WANG CONSOLIDATION: 130 Wang maint. contracts into 2 major contracts.. [REDACTED] savings

* NEW FOCI POLICY:

- C/SS assumed Chairmanship (from C/PMS)
- C/TSG/OS to be panel member...advise on technical threat
- Simplified FOCI procedures
- Expedite FOCI review thru minimizing panel actions
- Only classified & sensitive unclass. contracts subject to FOCI (like ADP procurements)

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NBPO

- * NHB CONTRACT: Finalized ...including completion of all steel (Jan 86) and major concrete work (Jun 86)
- * NHB CONSTRUCTION STATUS: Over 75% complete
- * INTERIOR: walls, raised floors, & water lines are in and painting is ongoing...A/C being installed.
- * WIRING: for phones, ADP equip. & telecommunications scheduled...Sep 87
- * BOD: Beneficial Occupancy dates as of April indicate:
 - Computer Area...1 Sep 87
 - North Tower.....1 Sep 87
 - South Tower.....30 Dec 87
- * FIRST OCCUPANTS: OSWR into North Tower...early Jan. 88
- * LAST OCCUPANTS: OL in Dec. 88
- * CONTROL CENTERS: FY86...funded largest contract ever awarded the Small Business Admin. program to Robert Clay, Inc. ...\$5.8 million for construction of HQS Visitor Control Centers/paving (by GSA for us)
- * ROUTE 123/193 improvements project:
 - NBPO funding: \$2.6 million
 - Contract awarded Jan 87
 - Work began Feb 87....sched completion Nov87
- * 7 GAS-TURBINE GENERATORS installed to provide auto power in the event of power failure

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PERSONNEL

* GOAL: OL's most important goal is to make it's career service the best in the Agency.

* REPORT CARD: How have we done?

* OPPORTUNITY:

- provide OL employees w/ opportunities to use their skills & be recognized & rewarded.
- develop employees: cross-train - establish flexible workforce - maximize potential challenge

* TRAINING:

Projected: enrollments in 220 different courses (ext.& int.) in FY87...over

* 4 FULLTIME students sponsored by OL in FY86/87.

* 1 FULLTIME OL careerist sponsored by the Agency representing the DDA in Women's Executive Leadership Program (WELP) in FY87/88

* CT: Total: 21 ...FY86: 4 external & 9 internal CTs
FY87: 2 more ext. & 6 more int.

* CROSS-TRAIN

* ROTATIONAL ASSIGN. - including all grade levels

* COIP: PD established Contracting Officer Intern Program for selected GS-7 thru GS-9 candidates

- 31 in program now
- conducting Rap sessions with interns to discuss progress and experience accumulated

* 2 IN-HOUSE PROCUREMENT COURSES:

"Mgmt. of Defense Acquisition Contracts - Basic"
"Defense Cost & Price Analysis"

& procurement indoctrination program and manuals

* PROPERTY SEMINAR: for all procurement team chiefs, some SD personnel & senior Procure. officials

- discussed Automated Inventory Mgmt. System (AIMS) developed by Air Force

* SECURITY AWARENESS briefings... half are done

* SOT: Supply Officer Train. Program: 25 in program now & SD Logs Support Program

* MLR: employees currently

* SKILLS WORKSHOPS:

- 1) GSA Automotive Center: given by GSA - 38 attend Nov.86
- 2) Problem Employees: given by OP & OMS - 43 attend Dec.86
- 3) Defense Priorities & Allocations: PD - 51 attend Jan.87
- 4) Configuration Management: by FMD... - 23 attend Feb.87
- 5) Acquisition of Real Estate: by RECD - 37 attend Mar.87
- 6) Agency Practices & Procedures on Noncompetitive Procurement: by PMS - 38 attend Apr.87

* SUCCESSION PLAN: Middle/senior managers of future career dev. plan

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- * OL MIDCAREER: 3 courses given - 40 attendees
 - ...open beyond wage grade now
 - ...open to GS-09 thru GS-12.
 - objectives: to give updates to attendees on OL activities, dialogue between presenters & attendees, instill awareness of OL worldwide mission.
- * LOG. MGMT. DEV. PROGRAM: publicizing program - 2 grads
- * TRAINING REVIEW:
 - ...over 100 OL careerists in 31 working groups conducted the review...late hours
 - volunteers on shift work came in: no extra pay
 - ...112 courses recommended for future use
 - ...25 new external courses added to catalog
 - ...Training catalog soon
- * 10 New Courses resulting from Training Review in the Component Logistical Support Program:
 - * Logistics Heritage
 - * Component Log. Responsibilities
 - * Logistics Concepts
 - * Agency Budget & Finance
 - * Logistics Practice
 - * Materials Handling
 - * Administering a Logistics Office
 - * Life Cycle Support & Project Mgmt.
 - * Contracting Overview
 - * Acquisition Management
- * LETTS IMSS Technical Group completed programming of LETTS (Log. Emp. Train. & Track. System)
 - ...If you want info on your training for the last 5 yrs. call OL/P&TS
 - training record
 - language skills
 - travel
 - conference attendance
 - div/staff training budgets
- * PANEL SYSTEM: - Log Career Board
 - rotating evaluation/promotion panel system
 - In Future:
 - 2 members out of 5 on the panels not in career sub-group
 - eventually 3 out of 5 on panels not in
- * PROMOTIONS: employees promoted in FY86
(SLIDE WILL SHOW BREAKDOWN of PROMOTIONS)

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AWARDS

* AWARDS:

OVER 200 awards in FY86...people are awarded based
on PERFORMANCE ...not programs such as CT, etc.

* POSTHUMOUS:

25X1

[] Career Intell. Medal to family
in recog. of her outstanding career.

25X1

25X1

[] Plaque in honor of [] presented to
[] and hung in the Motor Pool to honor
his longstanding superior performance.

* EMPLOYEES OF QUARTER: 8 selected OL employees awarded
each qtr.- plaques and \$200 each for signif. accomp.

* SECRETARIAL AWARDS PANEL:

April 1987 awards for \$1000:

4 IS-03 secretaries (1 part time)

13 IS-02 secretaries (6 part time)

TOTAL: 17 awards

(SLIDE WILL SHOW NUMBERS OF AWARDS BY TYPE: QSI, SA, EA,
MEDALS, ETC.)

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***** NOTABLE PERFORMANCES: "ONE INDIVIDUAL CAN MAKE A DIFFERENCE"**

25X1 *...OVER [] OL EMPLOYEES cited in letters of appreciation
from Agency components for superior efforts. (partial yr.)

25X1 *...SD EMPLOYEE [] a contractor
25X1 working on re-wiring []
came in contact with potentially life-threatening
voltage...unable to get free because of voltage...an SD employee
without regard for his own safety, grabbed the contractor with
bare hands & disengaged him from the hazard. After a 20-minute
25X1 recovery period, the shaken contractor went to rest. [] has
25X1 little doubt that his actions could have saved his life.

25X1 *...SNOW REMOVAL: This winter: 3 major storms in less than a
month...great cooperative effort by FMD, Allied & GSI - roads &
lots cleared: a total of over 38" - had to supply meals, cots,
sheets, blankets, pillows for over [] employees...provided
limited transportation. One FMD employee even used his Personal
4 wheel drive to get someone to an airport. 3rd storm was
wet...downed over 50 trees and large limbs in HQS. By morning
roads & lots were clear even though had to remove trees before
they could get to snow. Compound after each snow was in better
25X1 shape than areas maintained by county and state.

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25X1

25X1

25X1

25X1

*...END OF FY BUDGET ACTIONS: Many OL employees stayed late into the night on 30 Sep pending last-minute Agency budget decisions to process the actions

25X1

* UNIT CITATIONS:

...for record volumes of material handling
...for more contract actions per officer
than anywhere else in Gov't.

25X1

* RECRUITMENT:

...applicants entered in FY86
...co-ops in FY86
...ran classified ads for OL...resumes to OL
...travelled to Penn State & Mich.State to
recruit staff & co-ops
...went to Boston...got 1 OL CT candidate
...OL recruiters highly selective & effective

25X1

25X1

* STRENGTH FIGURES:

(contractors, assigned to OL, etc.)

* COMMUNICATION to personnel:

- Individual packages being prepared showing your panel, sub-group, etc.
- Training profiles from LETTS
- through OL Qtrly, Staff notes, Log Conference, booklets, etc.

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SECRET FUTURE DIRECTIONS

* During the next five years, Agency resources are expected to stabilize. Yet, rapid response will be even more critical than in the past because of terrorist activities, [redacted] & changing demands for support services.

* ACTION PLAN: In July of 1986, I initiated an Action Plan for FY-87 & 88, w/ direction from the DA Action Agenda

- divides OL efforts into 3 categories:

(1) Critical- operational activities... involving life & death...

- ops. support
- counterterrorist support

(2) Essential-

(3) Important-less time critical

- C&L Report implementation
- revamp ADP in OL
- strengthen ties w/ GSA & Focal Pt.
- clarify FOCI

* 5 YEAR PLAN: developed from Action Plan direction...contains OL goals, initiatives, objectives, projects

* FORECAST: 5 yrs. from now...hardly recognize OL of today. World events, changing political climates, Agency priorities, emerging technologies, and budgets will play a part in shaping future ...but we are committed to shape OL by planning ...to orchestrate initiatives, objectives and projects.

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* FUTURE PERSONNEL: will have to be:

quick - responsive to service Agency
flexible - to meet increasing & changing require.
computer-oriented - using ADP terminals more
multi-skilled - to interface w/ new technologies
CAN-DO ATTITUDE - will be MOST IMPORTANT to maintain

...SO WE WILL NEED:

more effective pers. mgmt. system...BEST in Agency
- that promotes career development
- that ensures competitive w/ private industry
- that trains, recognizes & rewards

...USE OF PERSONNEL:

- more contracting for services
and special teams [redacted]
- more rotational assign. in OL, DDA, Agency
which will bring in more non-logs people

* PAROCHIALISM must cease! win or lose together...

* FUTURE SPACE: Space Task Force FMD

...BY 1990 OL in NHB...Consolidate into 8

...[redacted]
...leases terminated for the remaining ones.
...Reston occupancy
...OHB backfill
...ILSP guidance...config. mgmt. for design,
renovations, equip & furniture acquisition,
move, & storage

...[redacted]
...expanded printing facility
...expanded [redacted]
...expanded HQ powerhouse, auditorium & cafeteria
...[redacted]
...SCATTERGOOD-THORNE: C/IMSS heading committee to
recommend land use

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- * FUTURE AUTOMATION: Automation to play key role in shaping OL
...will dramatically alter way we do business
...will result in far greater productivity
...Agency will have:

- new secure voice & data communications nets
- software products on PCs will be available
- Agency standard terminal will be selected

LINKS: IMSS/Data Admin. Service recently

established links between OL and [REDACTED]

1. Wang Alliance telecommunications link
2. Intelligent Communications Terminal (ICT)
3. Direct Delta Data link

BARCODING: can now track material [REDACTED]

...IMSS/DAS contracted w/GE for potential OL barcode application survey

CLAS: IOC in FY88...it will:

- automate supply & procure. systems for acquisition
- replace CONIF & ICS under OIT Corporate Data System
- do inventory mgmt., supply cataloging, procure., requisitioning, vendor payment, general ledger
- automated Form 88 to expedite requests
- electronic requisition & approvals
- automated budget formulation
- COMMITMENT TO CLAS SUCCESS - changes will result
 - AUTOMATED PACKAGING SYSTEMS
 - CUSTOMER REQUEST TRACKING
 - SPACE CONFIGURATIONS
 - FCS: Field Computer System
 - DIGITAL PREPRESS: to expedite text material to printing presses

* FUTURE SECURITY:

- ...improved secure printing
- ...more secure embassies & facilities
- ...more secure transporting of equip. [REDACTED]
- ...better Industrial Security Program
- ...better FOCI

* REORGANIZATION:

- ...OL study of divisions & staffs...eliminate overlap & unnecessary...consolidate
- ...C&L recommendations implementation
- ...improve responsiveness thruout OL

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TRENDS

25X1

- * PROCUREMENTS: Pressure will mount to expand competitive procurements, % of contracts awarded to small business, and to enhance industrial security. The continued advances in technical collection systems will require additional support in contracting activities and highly responsive log support systems.

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- * INFO HANDLING: Agency & IC requirements for printing, photo & graphics support will continue to increase... will need :
 - enhancements to digital prepress
 - desk-top publishing
 - expanded facilities
 - secure printing
 - reduced paper & files
- * FINANCIAL RESOURCES: We will get sufficient funds.
- * PERSONNEL RESOURCES:
 - ...Zero growth with regards to personnel
 - ...Attrition thru retirements expected to rise
 - ...succession planning & recruiting critical
 - ...personnel ceiling stable in 87 but added positions needed for FY88,89,90.

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